Fees BP 5030

Reference: ***Education Code Section 76300 et seq.; Title 5 Section 58520; ACCJC Accreditation Standard I.C.6***

The Board authorizes the following fees. The Superintendent/President shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be ~~approved by the Board of Trustees semiannually to coincide with publication and posting of catalog and schedules each year and shall be~~ published in the college catalogs and schedules.

Enrollment fee: ***Education Code Section 76300***

Each student shall be charged a fee for enrolling in credit courses as required by law.

Baccalaureate Degree Pilot Program fee: ***Title 5 Section 58520***

Each student shall be charged a fee in addition to an enrollment fee for upper division coursework in a baccalaureate degree pilot program.

Course Auditing fees: ***Education Code Section 76370***

Persons auditing a course shall be charged a fee not to exceed $15.00 per unit per semester as approved by the Board. The fee amount shall be adjusted proportionally based upon the term length. Students enrolled in classes to receive credit for 10 or more semester credit units shall not be charged this fee to audit three or fewer units per semester.

Health fee: ***Education Code Section 76355***

The Superintendent/President shall present to the board for approval a fee to be charged to all students for student health services and adopt procedures that exempt certain qualified students from this fee pursuant to Education Code 76355 and 76300.

The District will charge the maximum allowable fees as approved by the Chancellor's Office in accordance with the Education Code. Changes in the maximum allowable fee will be reported to the Board of Trustees and the Student Senate prior to implementation.

Parking fee: ***Education Code Section 76360***

Students using parking services shall be required to pay a fee. The Superintendent/President shall present to the Board for approval a fee to be charged to all students for parking.

Instructional materials: ***Education Code Section 76365; Title 5, Section 59400 et seq.***

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the classroom and provided that such materials are not solely or exclusively available from the District.

Physical Education facilities: ***Education Code Section 76395***

Where the District incurs additional expenses because a physical education course is required to use non-district facilities, students enrolled in the course may be charged a fee for participating in the course. Such fee shall not exceed the student's calculated share of the additional expenses incurred by the District.

Student Representation fee: ***Education Code Section 76060.5***

The Student Representation Fee is a voluntary two dollar donation collected at the time of registration for purposes of providing student governmental affairs representatives the means to state their positions and viewpoints before city, county, district, and state government as well as other state agencies.

Student Transportation costs: ***Education Code Section 76361***

Students shall be charged a fee for the purpose of recovering transportation costs incurred by the district for services provided by common carriers to students. The Superintendent/President shall present to the Board for approval a fee to be charged only to students who use the transportation services, unless a vote of the students in accordance with the Education Code establishes otherwise.

Transcript fees: ***Education Code Section 76223***

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The Superintendent/President is authorized to establish the fee, which shall not to exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records. There shall be no charge for searching for or retrieving any student record.

International Students Application Processing fee: ***Education Code Section 76142***

The District may charge students who are both citizens and residents of a foreign country a fee to process his or her application for admission.

This processing fee and regulations for determining economic hardship may be established by the Superintendent/President. The fee shall not exceed the lesser of: 1) the actual cost of processing an application and other documentation required by the U.S. government; or 2) ~~per statute, a~~ one hundred dollars ($100) non-refundable processing fee, as approved by the Board of Trustees, which shall be deducted from the tuition fee at the time of enrollment.~~shall be applied to the student's tuition upon registration.~~

Child Care fee: ***Education Code Sections 79121 and 66060 et seq.***

The fee for child care provided by the Child Development Center will be set annually by the Board of Trustees.

See Administrative Procedure 5030

Board Approved 4/11/01
Board Approved Revisions 9/28/05
Board Approved Revisions 6/13/07
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